

PAROLE REVOCATION HEARING RATE (PRHR)

FISCAL YEAR 2009/10

CHECKLIST FOR PREPARATION OF THE PRHR COMPUTATION FORM

Please check to see that the items listed below are enclosed with your PRHR Computation forms for each facility. A completed PRHR checklist must be submitted with your PRHR:

- ____1. Preparer's Name of PRHR Computation Form for FY 2009/10:

- ____2. Contact Person for questions regarding completed PRHR Computation Form:

(Telephone Number & E-mail Address)

ATTACHMENTS:

- ____3. A copy of the applicable FY pay scale, or any other forms of verification of the salary used, listing the annual salary of the deputy sheriff or other staff that participate in the hearing.
- ____4. A copy of the applicable portion of the MOU or contract between the city or county and union that lists the employee benefits for the deputy sheriff.
- ____5. A copy of the expenditure report that lists the applicable utility charges used in the PRHR calculation.
- ____6. A copy of the expenditure report itemizing costs associated with the expanded hearing process.
- ____7. A copy of the expenditure report that lists applicable transportation charges used in the PRHR calculation.
- ____8. A copy of the actual records kept for all hearings for FY 2008/09 to calculate the average length of a hearing, to include parolee, length and location of the hearing.
- ____9. Provide an explanation of the methodology used to calculate the additional security cost to escort an inmate to and from the hearing.

Provide current name, title, phone number and address of the Sheriff/Police Chief and Auditor-Controller:

Sheriff/Police Chief:

Auditor-Controller:
